

DEPARTMENT OF THE ARMY

Vacancy Announcement Number: NEGE07920061

Opening Date: May 21, 2007

Closing Date: June 22, 2007

Position: GS-13: Architect (0808); Civil Engineer (0810)\FPL: 13

Salary: \$79,397 - \$103,220 Annual

Place of Work: US Army Engineer District, Baltimore, Detrick IPO

Duty Station: Ft. Detrick, MD

Position Status: This is a Permanent Position. -- Full Time

Number of Vacancy: Few

Duties: Serves as office engineering chief, responsible for office engineering & contract administration in an Area Office that is responsible for supervising two or more geographically separated field offices. Applies detailed knowledge of construction methods & contract admin procedures to performs office engineering functions & to supervise office engineering personnel in reviewing contractor submittals, checking shop drawings, computing quantities, preparing contractor's payment estimates, preparing contract change documents including costs estimates & contract modifications, maintaining contract management control register & systems, resolving construction/design related problems, preparing draft correspondence, & monitoring contractor's contract management including compliance with specified quality, progress & accident prevention management programs & inspection & acceptance work. Is the delegated Contracting Officer Representative (COR) authority on designated construction contracts.

Who May Apply:

- All Federal employees serving on a career or career-conditional appointment.
- Reinstatement eligibles.
- Veterans and preference eligibles under Veterans Employment Opportunities Act of 1998. (VEOA)
- Interagency Career Transition Assistance Plan (ICTAP) eligibles.
- DoD Interchange Agreement eligibles.
- Current career and career-conditional employees in the Foreign Service who are covered by the Interchange Agreement.
- Current and former NAF employees.
- DoD Interchange Agreement eligibles.
- Eligible DCIPS employees currently under the DCIPS Interchange Agreement.

Qualifications:

Specialized experience is experience in but not limited to: knowledge of full professional engineering principles, construction methods, and contract administration procedures; ability to interpret major, complex changes and contract issues, which include both office and field engineering.

The work requires some physical exertion, walking over rough, uneven, rocky surfaces, climbing, stooping of the nature found on construction project sites requiring which require proper safety attire such as safety shoes, hard hats, etc.

The work environment is that of a construction site which requires a range of safety attire and construction safety precautions around heavy construction equipment and work may be at times outdoors under extreme weather conditions.

REQUEST FOR ADDITIONAL DOCUMENTATION: Applicants must include the following information in the content of their resumes: Summary of ratings for the last three annual performance appraisals, relevant training and award history, membership in relevant societies, and professional registrations/licenses, if applicable.

Applicants must fax a copy of their most recent performance appraisal to Cathy Bevans, Construction Division (Fax No. 410-962-3966.)

GS-12 and above: Bachelor's degree directly related to this occupation and 1 year of experience directly related to this occupation equivalent to the next lower grade level.

The experience described in your resume will be evaluated and screened for the Office of Personnel Management's basic qualifications requirements, and the skills needed to perform the duties of this position as described in this vacancy announcement.

Applicants who have held a General Schedule (GS) position within the last 52 weeks must meet the Time in Grade Restriction.

One year of experience in the same or similar work equivalent to at least the next lower grade or level requiring application of the knowledge, skills, and abilities of the position being filled.

Must have 52 weeks of Federal service at the next lower grade (or equivalent).

Only degrees from an accredited college or university recognized by the Department of Education are acceptable to meet positive education requirements or to substitute education for experience. For additional information, please go to the Office of Personnel Management (OPM) and U.S. Department of Education websites at -

<http://www.opm.gov/qualifications> and
<http://www.ed.gov/admins/finaid/accred/index.html>

On your resume, please include college/university, dates attended, degree achieved, semester hours earned, GPA, major field of study, 24 semester hours of specific courses and course hours in your major. Failure to provide this education information on your resume may result in an ineligible rating.

Foreign education must be evaluated for U.S. equivalency in order to be considered for this position. Please include this information in your resume.

Other Information:

- To successfully claim veteran's preference, your resume/supplemental data must clearly show your entitlement. Please review the information listed under the Other Requirements link on this announcement or review our on-line Job Application Kit.
- The Department of Defense (DoD) policy on employment of annuitants issued March 18, 2004 will be used in determining eligibility of annuitants. The DoD policy is available on http://www.cpms.osd.mil/fas/staffing/pdf/rem_ann.pdf
- This is a Career Program Position (CP) #18.
- Permanent Change of Station (PCS) expenses will be authorized.

Other Requirements:

- Personnel security investigation required.
- Must file annual financial statement.
- You will be required to provide proof of U.S. Citizenship.
- Male applicants born after December 31, 1959 must complete a Pre-Employment Certification Statement for Selective Service Registration.
- Direct Deposit of Pay is required.

HOW TO APPLY:

This position will be filled from the Army Centralized Resumix database using an automated recruitment and referral system. Your resume must be on file with the Army Centralized Resumix database. If you have a resume on file with the Army Centralized Resumix database, you may apply by taking advantage of our quick self-nomination process. If you do not have a resume on file with the Army Centralized Resumix database, you must submit one along with the self-nomination. Both documents must be received in the Resumix database by the closing date of the announcement unless specifically stated in the instructions contained in this vacancy announcement.

RESUME:

If you do not have a resume on file with the Army Centralized Resumix database, you must submit one. It is strongly encouraged that you use the Army Resume Builder. The Army Resume Builder can be accessed by clicking on the link at the end of this vacancy announcement. It can also be found on the Internet at <http://www.cpol.army.mil>, click on Employment, click on **Build A Resume / Review Status**. The Army Resume Builder is used to create and store your resume. You do this by selecting Save Resume to Database. In order to receive consideration for vacancies, however, you must submit your resume to the Centralized Resumix database by going to the email page, selecting Central Database and clicking on the Submit button. Your resume will automatically flow into the Centralized Resumix database.

SELF NOMINATION:

If your resume is currently in our central database, you may Self-Nominate by going to the CPOL/CPOC Vacancy Announcement Board <https://cpolwapp.belvoir.army.mil/public/vabSelfNom/index.jsp>, scroll down to the bottom of the page and key (or cut and paste) the announcement number into the Search - Announcement field, select the announcement and go to the bottom and click on SELF NOMINATE. The form will appear that you need to complete to submit your self nomination.

Click here to use the [Army Resume Builder](#) - <https://cpolwapp.belvoir.army.mil/public/forward/VAB?id=rb> - to create your resume. Follow the instructions in this vacancy announcement to apply for the job.

- Resumes must be received by the closing date of this announcement.
- Self-nomination must be submitted by the closing date.
- Resume must be on file in our centralized database.
- Announcements close at 12:00am (midnight) Eastern Time.

Point of Contact:

Central Resume Processing Center, 410-306-0137, aplicanthelp@cpsrxtpt.belvoir.army.mil

THE DEPARTMENT OF THE ARMY IS AN EQUAL OPPORTUNITY EMPLOYER.

Applicants will receive appropriate consideration without regard to non-merit factors such as race, color, religion, sex, national origin, marital status, sexual orientation except where specifically authorized by law, age, politics or disability which do not relate to

successful performance of the duties of this position. Otherwise qualified applicants with disabilities who need reasonable accommodation may notify the agency Point of Contact on this announcement of their need.

SELECTION FOR THIS POSITION IS SUBJECT TO RESTRICTIONS RESULTING FROM DEPARTMENT OF DEFENSE REFERRAL SYSTEM FOR DISPLACED EMPLOYEES.